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## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 21 January 1954

FROM : Chief, Coordination and Requirements Staff

SUBJECT: Weekly Report Covering the Period 21 January through 27 January 1954

## 1. Projects and Studies in Process

a. Logistical Requirements and World-wide Stocks (continued)

A formal inquiry has been submitted to the PM Staff requesting guidance with respect to the number of personnel who will require supplemental subarctic and arctic allowances set forth in PM Handbook No. 1 under projected force strength. In addition to the above inquiry, previous requests have been submitted to the PM Staff regarding small arms, heavy and miscellaneous weapons, auxiliary materiel for small arms, airborne gear and demolitions. Informal information indicates that the PM Staff was unable to furnish replies as previously contemplated and that an additional week will be required to furnish information to the Logistics Office.

b. Control Unit - Machine Records Processing (completed) The major portion of the data has been processed for the preparation of IEM cards to reflect technical service stock numbers and current prices for [REDACTED] items. Further reports will be made periodically to indicate the status of the project.

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c. Shopping List (continued) The Supply Division has reported informally that the list of materiel which will be needed for operations or for stock during the last half of Fiscal Year 1954 is nearly completed. The Medical Office has advised that requirements for medical items are included in the list prepared by the Supply Division. The Office of Communications has advised that it will have no additional or unusual requirements during the next six months and that the major portion of communication items are subject to stock level and normal replenishment action. The Technical Services Staff reported informally 27 January 1954 that a list of materiel is being prepared and will be furnished to the Logistics Office within a day or two.

*gives talent  
work very well*

## 2. Other Items of Interest (All items are of a non-recurring nature)

a. Development of Logistical Support Facilities, Europe

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A dispatch has been prepared to [REDACTED] indicating concurrence with his findings describing the planning phases of his mission and he has been directed to secure the necessary information to prepare a formal staff study on the subject of establishment of such a support base. Some of the problems involved in the accomplishment of the plan have been indicated.

*good follow up*  
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DD/P indicating the need for immediate establishment of a small

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support base on the Continent to furnish logistics support to all stations in the area. The concurrence of the Chief of Administration, DD/P was requested on the dispatch noted above.

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*Spec  
for*

c. EE

(1) Coordinated in expediting shipment of Cargo No. 9354 as requested in cable IN 11148.

(2) Coordinated a Division request for information on the quantity, type and condition of arms and ammunition, both in the ZI and being returned from other areas. Also determined the length of time required to prepare this materiel for shipment in event of emergency.

(3) Obtained availability of a quantity of arms and ammunition for the Division, and information as to time required to hot-dip, wrap and package the materiel.

d. SR

Made arrangements for the Office of Training to obtain a quantity of cold weather clothing and equipment. This necessitated contacting the Division's logistics section and arranging for acquisition of this materiel on a memorandum receipt basis, to be returned within a period of six months.

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e. FM

Made arrangements through the Military Procurement Branch for a set of drawings and specifications for assembling a globe hoist at the request of [REDACTED] Field Depot.

f. WH

Coordinated an additional urgent requirement for PBSUCCESS. As these operational supplies had special sterility requirements and were available from several geographical locations, as well as commercial procurements, it was necessary to assure that each order was properly written in order that time was allowed for further processing before delivery to the final ZI shipping point. This is necessary to accumulate an aircraft payload.

g. TBS

Arranged for and attended a meeting between representatives

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of TSS Operations and the C & R Planning Section, to explore the possibility of establishing a small base for storage, issue and maintenance of audio type supplies and equipment. The time required to get supplies and equipment to operators from the ZI often necessitates TDY trips with excessive baggage weight in order to meet operational targets or opportunity.



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LO/CR:CFW:jkj (28 January 1954)

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